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Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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September 23, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT THE FISCAL YEAR (FY) 2008-2009 BUDGET (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the County Classification Plan by adding new classes, and implementing new positions countywide in conjunction with the FY 2008-09 Final Change Budget as recommended by the Chief Executive Office, and by making minor technical corrections.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add four (4) classifications, to update the departmental provisions to reflect positions allocated in the FY 2008-2009 Final Budget, to make minor technical corrections to the New Physician Pay Plan and Nursing Management Pay Plan, and to delete an obsolete bonus provision in the Museum of Natural History.

"To Enrich Lives Through Effective And Caring Service"

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PURPOSE/JUSTIFICATION FOR RECOMMENDED ACTIONS

As you may recall, your Board approved our earlier budget letter on July 1, 2008 which contained new positions for two budget phases – FY 2008-09 Proposed and Final Change Budgets. Due to the timing of Final Change Budget position reviews, some of the position allocations were provisional pending the receipt and/or review of the required documentation to support the classification levels requested. We advised you that an updated ordinance would be issued to reflect any changes made pursuant to those reviews. The accompanying ordinance reflects the revisions made as a result of those subsequent reviews.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan, Workforce Excellence and Organizational Effectiveness Goals, to improve the quality of the workforce, to provide appropriate staffing levels to achieve departmental operational needs, and to maintain consistency in personnel practices throughout the County.

Departmental Provisions

Most of the new positions authorized by your Board in the FY 2008-2009 Budget were implemented in an earlier ordinance. This ordinance will update the approved FY 2008-2009 Departmental Provisions by reflecting allocations made to date as a result of appeals and/or additional reviews.

New Classes

Four (4) new classes are being established in the Classification Plan (Attachment A). No reclassifications are being implemented at this time in conjunction with the establishment of these classifications.

Due to limitations in the Countywide Timekeeping and Personnel Payroll System (CWTAPPS), three (3) new physician classes are being established to accommodate positions that do not have a designated specialty area of practice.

The Office Support Assistant will replace the current classifications in the Typist-Clerk and generic Clerical groups. It is an entry-level clerical classification to be utilized countywide for assignments which may or may not require typing. The proposed salary provides for an extended eight-step range.

Technical Corrections

New Physician Pay Plan

In addition to three (3) new physician classifications, we are restoring the September 1, 2007 salary movement for Occasional Physician Services which was inadvertently stricken in an earlier ordinance.

Non-MAPP Nursing Management Pay Plan

We have revised the Nursing Pay Plan provision for non-MAPP (Management Appraisal and Performance Plan) nursing management classes to clarify the experience required for placement in the nursing pay plan salary grid. Specifically, the individual must have had prior experience in a County nursing management classification to qualify for advanced placement along the range. This change is retroactive to January 1, 2008, the effective date of the original plan.

Museum of Natural History – Bonus Provision Deletion

The additional responsibilities bonus provision for the Associate Curator (Item No. 8456) is being deleted. This provision was originally established to recognize the assignment as an assistant division chief in the Museum of Natural History. The classification is now designated solely for the Department of Parks and Recreation (i.e., Arboretum), and is no longer ordinated nor budgeted in the Museum of Natural History.

FISCAL IMPACT/FINANCING

The cost of and financing for these recommendations have been included in the FY 2008-2009 Final Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Article III, Section 11(3) of the Charter of the County of Los Angeles, the Board of Supervisors is to provide, by ordinance, for the number of assistants, deputies, clerks, attaches, and other persons employed in the service of the County. The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

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IMPACT ON CURRENT SERVICES (OR PROJECTS)

Your approval of these recommendations will enable departments to effect personnel actions associated with the recently approved budget for FY 2008-2009. Ultimately, this will enhance the quality of services provided to the public.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a long horizontal flourish.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:DIL:WGL
PHG:VMH:CS:mst

Attachment

c: Director of Personnel
Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller
Affected Departments

ATTACHMENT A**CLASSES RECOMMENDED FOR ADDITION**

Proposed Savings/ Cafeteria Benefit Plan	Item No.	Title	Salary Schedule & Level
Savings/Megaflex	5465	Chief Physician I (No specialty)	N42
Savings/Megaflex	5466	Chief Physician II (No specialty)	N42
Horizons/Options	1137	Office Support Assistant	NMV 56K
Savings/Megaflex	5464	Senior Physician (No Specialty)	N42